UNIVERSITÄT HOHENHEIM

Occupational Health and Safety 028

Fire Safety Code of the University of Hohenheim

Fire Safety Code according to DIN 14096, last updated 16 August 2022

Preliminary remarks

All employees and students of the University of Hohenheim are obligated to cooperate in effective fire prevention. Furthermore, they must refrain from dangerous actions at their workplaces that could lead to a fire and take all precautions that could reasonably be expected to preclude the occurrence of a fire.

Fire safety has the task of

- preventing the development and spread of fires,
- detecting and fighting fires as soon as they start, if possible, and
- averting danger to people, animals, property, and the environment.

This Fire Safety Code is for the University of Hohenheim Adjustments can be made according to local conditions.

The management of each institute, facility, and department of the university is responsible for compliance with the Fire Safety Code. All employees must be instructed at least once a year by their respective facility management on the points in question in the area concerned. This also applies to students who work in the area of an institution as assistants or in the context of lab courses, seminars, or final theses.

In addition, the legal, official, and insurance fire protection regulations must be observed. Information on this can be obtained from the Occupational Safety Expert.

It must be ensured that employees of external companies are informed that they must comply with the fire protection regulations.

Part 1

Part A of the Fire Safety Code contains all the important brief information that is relevant to what to do in case of a fire

Fire Safety Instructions

What to do if you smell something burning, see smoke or flames, or suspect a fire:

Remain calm
Call the fire department immediately

Fire Department 0-112 with a cell phone: 112

Inform the fire department:

Who is calling?
Where is the fire? What is on fire?
How large is the fire? How many people are injured?
Wait for questions!
Then inform the Occupational Health and Safety UnitTel.: 22975 or cell phone: (0-) 0172 711 58 07
or 22572 or cell phone: (0-) 0173 658 28 73
or 23400 or cell phone: (0-) 0174 205 73 56

Get to safety:
Warn endangered persons
Take helpless persons with you
Close doors and windows
Follow marked escape routes
Do not use elevator
Follow instructions
Find meeting point

Try to extinguish fire if you can do so without putting yourself in danger

Closest fire extinguisher ➔ in hallways and laboratories
➔ Pay attention to signs

In the event of explosion, release of hazardous substances, bomb threats, hostage-taking
Emergency number: Call 0-110

Alarm plan

Alarms in case of fire

Fire Tel. 0-112 with a cell

or

Use manual fire alarm

Emerge

Ambul Tel. 0-112 with a cell

Campus Tel. 22976 or 0711-45922976

Emergency and accident physicians please refer to the list

Then inform the Occupational Health and Safety Unit

Tel.: 22975 or cell phone: (0-) 0172 711 58 07
or 22572 or cell phone: (0-) 0173 658 28 73
or 23400 or cell phone: (0-) 0174 205 73 56

This part of the Fire Safety Code must be posted in sufficient numbers in all facilities and at all prominent points (e.g. elevators, central notice boards ...) that can also be viewed by guests and other persons. Fire codes and alarm plans from previous years must be removed.

Part A comprises two individual parts:

“Fire Safety Instructions,” outlined in red and
“Alarm plan,” outlined in green.
Within the facilities and at the points noted above, in general both parts are to be posted. Make sure that the “Fire Safety Instructions" section is on the left and the "Alarm plan" section is on the right (see above).

Part B

a) Fire Safety Code

Part A Posting of Fire Safety Code (Part A). It contains brief information for all persons located in a building facility (see page 3).

b) Fire prevention

1. Smoking Smoking bans must always be observed. This also applies accordingly to the use of open fire and light.

Wastebaskets and trash receptacles may not be used as ashtrays. Ashtrays must not be emptied into wastebaskets.

A comprehensive smoking ban applies in all buildings of the University of Hohenheim. This also applies to the buildings of the University of Hohenheim that are not located directly on the campus grounds in Hohenheim (external locations).

2. Fire and open light Fire and open light must always be handled with care.

In areas marked in this way (pictograms), open fire is prohibited. The same applies to smoking.

3. Welding, cutting, and soldering work Welding, cutting, and soldering work as well as grinding and heating work may only be carried out by persons who are familiar with and instructed in such work. Hot work is only permitted with a permit (see Appendix 2).

External companies must be informed of this when the order is placed. Employees of outside companies may only begin these activities after a safety measures meeting and receipt of a valid permit for hot work. The hot work permit is issued by the Occupational Health and Safety Department 028.

4. Explosion dangerous Solvent storage, chemical storage and dispensing, storage for paper, wood, textiles, compressed gases, flammable liquids (especially fuels,
Storage for other combustible objects (e.g., unused furniture parts, archived files) and rooms where dust deposits are suspected are considered rooms that are in danger of fire and explosion.

Smoking, fire, or open light are prohibited in these rooms.

Filling, decanting, etc. of flammable liquids is only permitted in explosion-proof or well-ventilated rooms. Care must be taken to ensure that the containers are grounded in accordance with regulations. Fire and open light are prohibited. In fire and explosion-proof rooms, it must be ensured that all technical aids, in particular electrical devices and equipment, may only be used in explosion-proof versions.

As part of the risk assessment in accordance with Sec. 6 of the GefStoffV. Information determination and risk assessment, explosion hazards must be evaluated and countermeasures must be specified in an explosion protection document. For this purpose, also Sec. 2(14) GefStoffV in connection with Section 3 Explosion Hazards BetrSichV must be observed.

Empty containers of flammable liquids as well as empty gas cylinders (flammable gases) must always be kept closed (highly flammable concentrations).
Containers and gas cylinders must be secured against possible overturning. The handling of open fire and light as well as smoking are strictly prohibited in this context.

The storage of liquid gases, e.g. propane or butane, is prohibited in rooms below ground level.

Explosion-proof rooms or gas cylinder storage facilities must be permanently marked or marked in a way that is resistant to fire in accordance with the applicable regulations.

5. Combustible Waste

Easily flammable waste must be removed at regular intervals from work areas. They must be stored outdoors at a safe distance or in rooms that are separated by fire protection measures.

Temporary storage in hallways and stairwells is prohibited.

Oily, greasy cleaning wool, rags, or similar materials soaked with flammable liquids may only be stored in non-flammable containers with tightly closing lids (risk of spontaneous combustion).
To collect used cleaning materials, the following are possible, for example:

- self-closing cleaning wool boxes,
- self-closing drum lids, drum lids with pendulum roof, or
- workbench collection container.

Waste that may still contain embers and cigarette ash must be stored separately from other combustible waste in closed ash containers. Ensure this is adhered to when ash is collected by cleaning services.
Hot objects or residual ashes from the grill may only be emptied into the container after it has been ensured that they cannot cause fires in the waste container.

Dust must be removed from equipment and work areas as required for fire protection.

Oily metal chips must be removed from the machines at the end of work and stored in fireproof containers with self-closing lids.

The use of sawdust as an oil binding agent is not permitted.
Used binding agents must be removed from the building immediately and stored in closed, non-combustible containers separately from other materials.

For wood workshops, the following applies:

The chip extractor must be operated in accordance with the operating instructions. Residual wood is to be disposed of in the designated containers several times a day and at the end of work. Wood dust must be removed from equipment and work areas at the end of work.

6. Electrical devices and equipment Electrical systems may only be installed and operated by qualified personnel or instructed persons in accordance with the recognized rules of electrical engineering (VDE).

Defects in electrical devices, electrical equipment, and installations must be reported immediately to the persons responsible for these. If they pose a danger, these devices, systems, or equipment must be taken out of service until repairs are carried out.

Electrical devices such as coffee makers, electric kettles, heaters, and fans may only be operated with the approval of the supervisor. They must comply with VDE regulations and be operated in accordance with the manufacturer's operating instructions. The use of electric immersion heaters is prohibited.
Coffee machines and kettles that are new or were checked in a mobile electrical device evaluation in the last 12 months may only be operated on a non-combustible base, away from combustible objects (e.g. curtains, paper towels) in tea kitchens, offices, or comparable rooms. Use in laboratories or offices is not permitted. Exceptions apply only to kettles required for work in the laboratory (work equipment). Electrical devices that are not intended or suitable for continuous operation must be disconnected from the mains after use (observe the operating instructions).

Electrical devices must be operated and tested in accordance with the accident prevention regulation "electrical systems and equipment" DGUV regulation 4. The responsibility for initiating the tests lies with the respective management of the institutes, facilities, and departments.

In workrooms that are left unattended for long periods of time, electrical appliances should be turned off. At the end of the daily working time, electrical devices must be switched off. Exceptions are permanent tests, devices, equipment, or machines that are specially marked and suitable for continuous operation. Screens and personal computers are to be turned off at the end of work.

Devices that are operated unattended must not pose a fire hazard in the event of a fault, e.g. in the case of a printer or fax machine due to a paper jam. The manufacturer's instructions for unattended continuous operation must be observed. If such information is missing, these devices are not approved for continuous operation.[1]
Electrical distribution and control boxes must be kept clear at all times.

The distance from combustible materials to lighting fixtures and electric heating devices must be at least 0.50 m. The distance from heat radiation sources to combustible materials must be at least 1.0 m.

[1] The multifunction devices currently in use at the University meet the requirements for continuous operation and should not be turned off.

7. Gas-powered equipment

Gas-powered equipment may only be operated by instructed or trained personnel. Only devices with a gas shortage protection may be used. The corresponding operating instructions from the manufacturer must be observed and complied with.

After use or at the end of work, ensure that the gas supply is disconnected. This does not apply to equipment that required at all times for ongoing experiments. These devices must be specially marked and suitable for continuous operation.

For unsupervised operation (continuous experiments) with gas-operated equipment, automatic gas concentration measurement (gas detectors) with automatic gas shut-off in the event of a defect is mandatory.

9. Ignition sources

Ignition sources must be kept apart from areas in which work is done with flammable liquids or gases. This applies in particular for storage areas and for areas with high "dust concentrations."
The following ignition sources can occur in operational areas:

- **open flames,** match or lighter flames, furnaces, blowtorches, welding and cutting flames, explosions, defects in internal combustion engines;
- **hot surfaces**, walls of boilers, soldering irons, shoe brakes, hot running parts of machines, smoldering tobacco, glowing metal parts, hot pipelines, escaping hot gases;
- **electrical equipment,** loose contacts, overloaded wires, faulty controls, breakaway sparks on switches, light bulbs, brush fires on electric motors e.g. drills;
- **electrostatic discharges,** flow or current processes on non-grounded system parts or containers, unsuitable equipment, unsuitable clothing;
- **friction or impact sparks,** grinding, polishing, hammering;
- **lightning,** lightning strike (defective lightning protection) or overvoltage in lines or installations caused by lightning;
- **exothermically reacting substances**, decomposition of calcium carbide, reaction of calcium oxide with water; sodium with water, etc.
- **spontaneous combustion,** heat generation caused by chemical or chemical/biological processes or by substances that ignite even at normal temperature due to their low ignition temperature (white phosphorus), bacterial ignition (hay ignition).

c) Spread of fire and smoke

1. Fire protection closures

Wedging open, holding, etc. of fire protection closures, self-closing fire protection doors or fire protection gates, as well as self-closing dampers and smoke control doors is prohibited.

2. Smoke closures

Around openings protected by fire barriers, no objects are to be placed in the fire door that could prevent it from closing safely in the event of a fire.

It is also forbidden to disable the self-closing mechanism of smoke closures (which prevent rapid smoke in escape routes in the event of fire) by wedging them open, holding them, or storing objects in the way.
If cables, pipelines, etc. pass through fire or complex partition walls, these openings must be closed again in accordance with the fire resistance class using systems approved by the building authorities (fire bulkheads).

3. Accumulation of flammable substances

Regulations on the storage of flammable materials must be observed, e.g.:

- Storage facilities in workrooms TRGS 510 (storage of hazardous substances in portable containers),
- Ordinance on Industrial Safety and Health (Annexes 2 and 3),
- Explosion protection rules (EX-RL DGUV Regel 113-001), rules for avoiding hazards from explosive atmospheres,
- Working safely in laboratories (DGUV Information 213-850),
- Rule "Welding and cutting" (GUVR 500, chapter 2.26),
- State Building Code for Baden-Württemberg (LBO).

Flammable liquids must be stored in the approved containers.

The quantities of flammable substances at the workplace must be limited to the minimum required for the work process (daily requirement).

The weekly supply must be kept in an approved safety cabinet which is connected to the exhaust air and earthed.

The storage of flammable liquids is not permitted:

- in hallways and thoroughfares
- on stairs
- in generally accessible corridors
- on roofs
- in unventilated rooms

Larger supplies must be stored in purpose-built rooms that are fireproof partitioned and ventilated.

4. Smoke and heat exhaust ventilation (SHEV) systems

In the event of a fire, smoke and heat extraction systems (SHEVS) are intended to dissipate the heat. This is intended to achieve the following goals:

- keep rescue and attack routes for firefighters free of smoke and thus usable; facilitate firefighting by creating a smoke-free layer;
- delay or avoid the flashover (fire jump) and thus a full-scale fire;
- reduce consequential fire damage caused by fire gases and thermal decomposition products and prevent fire exposure of building components.

The activation devices must always be accessible. **Note:** The activation of smoke and heat exhaust ventilation systems (SHEVS) does not trigger a fire alarm!

d) Escape and emergency routes

1. Accessible

Escape and rescue routes must be kept accessible and should not be restricted.

Escape and rescue routes may not be used for the storage or placement of items (furniture, cardboard boxes, storage boxes, coat racks, dry plants, etc.) or materials. This is especially true for the stairwells. Pin boards (made of cork or wood, for example) are not allowed in hallways, even if they are firmly screwed to the wall.

Doors to adjoining rooms must be closed. If doors remain (permanently) open, smoke from these rooms can spread more quickly in the hallway. The common air space must always be considered when assessing the rooms. Coat racks may only be used in rooms that have doors. These doors must be closed.

If furniture is placed in very wide corridors or open areas along the corridor, it must comply with fire protection class B1 (such as metal chairs, solid wood tables). The escape route width must always be maintained. Fire loads such as file folders, books, copy paper, office supplies, etc. may only be stored in closed furniture (cabinets according to B1, metal cabinets, shelves with doors at the front). Open shelves according to B1 are only permissible if there are no fire loads in or on the shelves, e.g. if only metal boxes are stored there. Brochure stands must be made of B1 material. Trash cans in escape and rescue routes and in foyers must comply with B1 and have a flap to cover the contents.

The installation of photocopiers in escape and rescue routes is strictly prohibited. In exceptional cases, this placement may be permitted if, upon request and after subsequent inspection by the Occupational Safety Expert, this has been approved in writing if an early warning system (smoke detector) is installed.

Additional fire loads to those already present due to building installations are prohibited in escape and rescue routes.

2. Marking

Escape and rescue routes must be clearly and visibly marked. Problems must be reported to the Occupational Safety Expert.

e) Signaling and extinguishing devices

1. Fire alarms/ Telephone

In Part A of the Fire Safety Code, a distinction is made between buildings with and without smoke detection system. The fire department is alerted in different ways depending on this (see point g:

"Report Fire")

Symbol for the fire alarm (push button alarm)

Alerting the fire department by telephone can only be carried out with authorized telephones or with mobile phones.

Emergency number 0-112
The outside line is dialed by preselecting **"0"**
Emergency call via cell phone 112

The fire is reported as described under g).

2. Wall hydrants

There are two types of wall hydrants: hydrants with collapsible hoses and hydrants with stable hoses.

1. Wall hydrants with collapsible hoses or hydrants with dry risers:

These wall hydrants are operated exclusively by firefighters. Exceptions are persons who can prove special training in handling hydrants (e.g. members of the volunteer fire department).

2. Hydrants with stable hoses:

These wall hydrants can be operated and used by all persons for fire fighting.

Any misuse of the wall hydrants or their parts, such as hose or nozzle, are prohibited.

Disposing of waste in hydrant boxes is prohibited. Access to the wall hydrants must be possible at all times.

3. **Fire extinguishers**

Fire extinguishers must be used in accordance with their operating instructions. There are three main operating steps to follow:

1. Remove the fire extinguisher from the holder upwards and unlock it at the fire site (yellow or red safety latch, metal pin).

2. Knock in or push in the red impact button or lever forcefully.

3. Take the extinguishing hose (usually with extinguishing pistol) in hand, trigger fire extinguisher (with extinguishing pistol or with one-hand lever) and extinguish the fire starting from the bottom.

Fire extinguishers must be mounted and marked in a clearly visible manner. Fire extinguishers must not be obstructed.

It is forbidden to hang items of clothing or other objects on fire extinguishers or otherwise make them unrecognizable.

After each use or operation of a fire extinguisher, the Occupational Health and Safety Department must be informed.

4. **Fire blankets**

Fire blankets (if available and necessary for the area) are used to smother flames and are preferably used in laboratories for small fires. Furthermore, they are designed to cover combustible materials that cannot be removed (e.g. during welding work).
Burning clothing is only to be extinguished by trained and practiced persons and with at least one second extinguisher assistant by means of a fire blanket.

5. **Extinguishing shower**

Extinguishing showers are also used to extinguish burning clothing and are considered self-help devices.
Extinguishing showers are installed above the doors in certain laboratories. They are operated by pulling down the remote lever.

Any misuse as well as any other use of the extinguishing showers is prohibited.

f) What to do in case of fire

Stay calm

Panic must be prevented at all costs. Remain calm!
Only by acting prudently can hazards be correctly assessed and assistance or self-help measures properly initiated or coordinated.

g) Report fire

1. **Buildings with fire alarm systems**

If a fire breaks out, the fire department must be alerted!

In buildings with a fire alarm system, the manual call point (push-button call point) must be used! This is always located in the area of the staircases, in corridors, or in front of the exits (escape route).

When you trigger the fire alarm using a manual call point, the fire department is automatically alerted. An acoustic warning is also triggered in the building.

To provide additional information to the fire department, the emergency number **0- 112** can then be used if the situation allows. Important information could be whether people are in danger, what is burning (hazardous materials, gas cylinders, environmentally hazardous materials), which floor is affected, etc.

If fire alarm systems or individual smoke detectors or fire alarm lines are turned off, substitute measures must be taken. Before any of these are turned off, the Occupational Health and Safety Department must approve.

2. Buildings without fire alarm systems

If a fire breaks out, the fire department must be alerted by telephone!

0-112

In buildings without a fire alarm system, the fire department must be alerted by telephone: **0-112** (with a cell phone 112). Again: Remain calm! Report calmly and clearly:

- **Where is the fire?**
- **What is on fire?**
- **Are people in danger?**
- **Who is calling?**

As a general rule, whoever reports should, if possible, brief the fire department.

h) Observe alarm signals and instructions

1. **Alarm signals** When a fire alarm is triggered in buildings with fire alarm systems, an alarm tone typical of fire alarms sounds (usually rising and falling). **Everyone** has to leave the building if this alarm sounds.

   In buildings without a fire alarm system, there is no acoustic alarm in case of fire. In this case, an attempt must be made to notify all persons present, e.g. by means of mechanical sirens in the buildings, to request persons to leave the building.

   The fire alarm can only be turned off again by the fire department's incident commander.

2. **Instructions** When the fire department arrives, their instructions must be followed. The responsible persons from the institutes or facilities (fire safety assistants) are requested to report to the fire department on the status of the evacuation of the building or from the individual areas; if necessary, information about the incident can be reported.

i) Get to safety

1. **Leave danger area** When an alarm is triggered, everyone must leave the danger area, i.e. the corresponding building.

2. **Take people** Injured or disabled persons are to be taken along or removed from the danger area. If possible, further help should be called in.
   Provide first aid!

3. **What to do if escape routes are blocked** If escape routes are obstructed, e.g. by heavy smoke, use the secondary escape route (window, escape balcony).
   If this is not possible, the doors must be sealed (if possible with wet cloths, fabrics, etc.), and people should draw attention to themselves at the window by waving and shouting.

4. **Escape routes** Always leave the building along the marked escape routes.
   If there is smoke, you must move near the ground, as oxygen and better visibility are available here. Respiratory toxins can be reduced by handkerchiefs or similar if they are held in front of the mouth and nose.

5. **Meeting points** After leaving the building, all persons are to gather at their assigned meeting points as soon as possible.
   Instructions from the fire department or the responsible persons from the institutes or facilities must be observed (observe the “What to do in case of fire" notice in each building).

6. **Elevators** **In case of fire, use of elevators is forbidden.**
   Danger of suffocation!

j) Make attempts to extinguish the fire

1. Attempt to extinguish the fire

1. Principle: Rescuing people takes precedence over firefighting!

2. Principle: Never put yourself in danger!

If possible:

- Switch off electrical devices,
- Close the gas taps,
- Close windows and doors,
- Switch off ventilation systems.
- Do not operate the fire extinguisher until it is at the source of the fire.

Be careful when opening closed doors:

1. Feel the temperature at the door. If the temperature is very high, do not attempt to extinguish the fire. Attention: new generations of fire doors do not let the temperature through.

2. Carefully open the door a crack, taking cover behind the door.

3. Use a short extinguishing spray from the fire extinguisher (e.g., CO_2 ory ABC powder fire extinguisher), then open the door further and fight the fire. If the extinguishing attempt is aborted, you must close the door again! Hold the fire extinguisher vertically.

Extinguish from bottom to top and front to back (powder cloud protects from heat). If a puddle of liquid is on fire, do not spread it out with a full jet of water. Instead, place the extinguishing cloud or foam over the source of the fire. Only extinguish fires with suitable extinguishing equipment.
In institutions marked in this way (Pictogram), do not extinguish fires with water!

2. Treatment of burning people

If parts of clothing catch fire (e.g. if flammable liquids tip over), extinguishing with the help of extinguishing blankets should only be done by people who are trained and practiced and with at least one person helping to extinguish.

- People whose clothes are burning should be prevented from running away with all possible means. **Careful: they are likely to be panicked!**
- Wrap person with fire blanket or smock (cotton) and smother flames by rolling back and forth on the ground. Make sure the person is not on top of a grate!
- Initiate first aid measures, danger of shock!

k) Rules of conduct

1. Turning off fire alarm systems

To prevent false alarms, it can be necessary that e.g. during construction work, some experiments, or maintenance work, parts of fire alarm systems (individual smoke detectors) are turned off.

The Occupational Health and Safety Department must be informed of which smoke detectors need to be turned off (with its data, e.g. building number, floor, smoke detector number, etc.) in a timely manner.

This type of work must be scheduled such that the smoke detectors or fire alarm system are turned on again during the core working hours.

For the period they are turned off, sufficient substitute measures for fire detection must be provided by the institution requesting they be turned off, e.g. fire watches, ensuring fire detection, reduction of fire load, and provision of suitable extinguishing agents.

2. Employing external companies

Work done by outside companies can be associated with particular fire hazards for the university, e.g., fire work or work in areas with increased fire risk.

Outside contractors must agree in writing to comply with university, institute, or facility safety regulations, e.g. the Fire Safety Code, when awarded a contract. They are obliged to instruct their employees on the fire protection measures required in the respective work area and must ensure that the work is carried out properly.

3. Walkways

Paths where people walk and exits must not be obstructed (fire department access, fire department staging, and fire department movement areas).

Passages must not be constricted with material or other objects.

In stairwells (staircases), foyers, and corridors, combustible materials may not be stored under any circumstances. Office furniture, dry plants, and coat racks are not allowed in stairwells. The common airspace must always be taken into account.

It must be possible to open emergency exit doors easily from the inside at any time without outside aids (e.g. keys) as long as there are people in the buildings.

4. Salvaging materials

Material goods may only be salvaged when no human lives are at risk and rescue and firefighting measures are not impeded, and only after coordination with the fire department command.

5. What to do after fires

Re-entry into buildings and fire sites is only permitted after clearance by the fire department or police emergency management.

Personal injury and property damage must be recorded.

6. Additional regulations

Existing laboratory regulations, workshop regulations, etc., which were compiled by the individual university facilities shall continue to apply insofar as they do not contradict this Fire Safety Code.

7. Decorations and candles

Candles or Advent wreaths are to be placed on non-combustible bases only. Open flames as a decoration are prohibited.
Advent wreaths hung high are allowed only with electrically operated candles (LED).

If decorations such as paper snakes, garlands, etc. are used for festivities (e.g. Christmas, carnival), they must be **made exclusively out of flame-retardant material**!

l) Entry into force

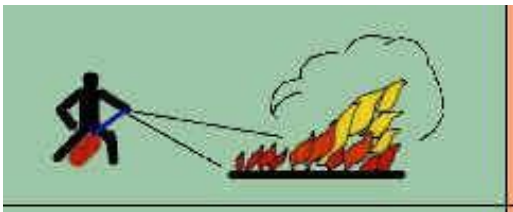
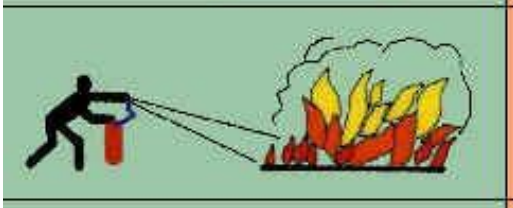
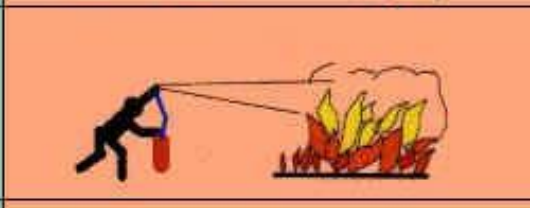
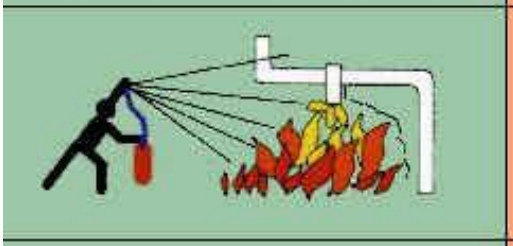
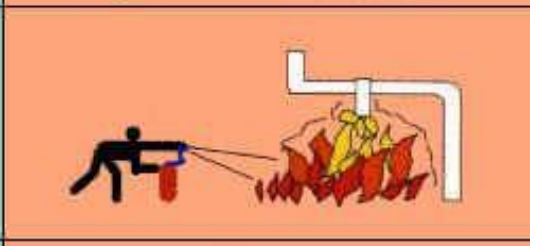
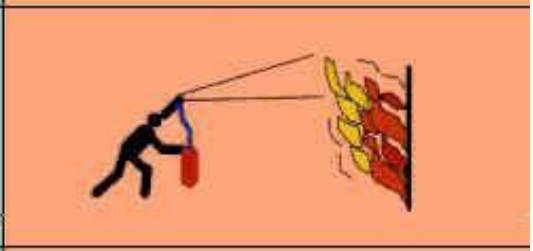
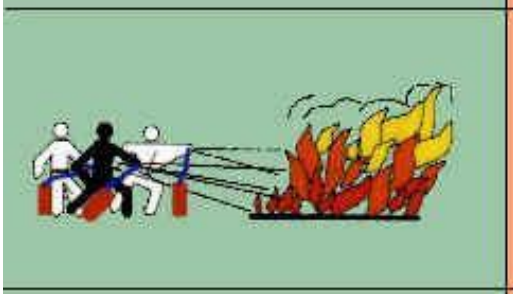
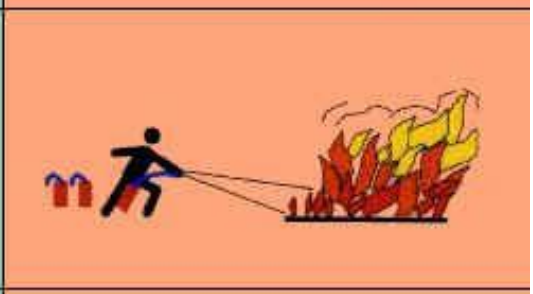
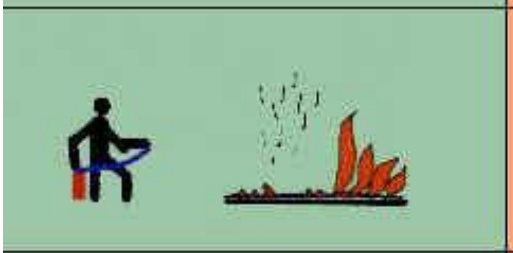
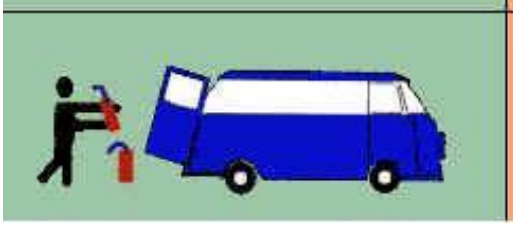
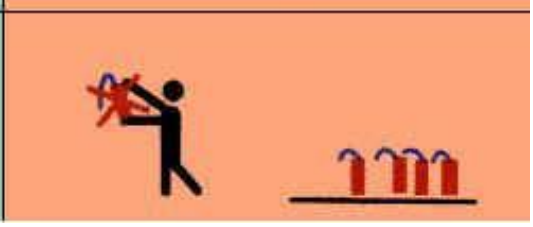
This Fire Safety Code enters into force with the signature of the University of Hohenheim President.

Hohenheim, 1 July 2022,

Professor Dr. Stephan Dabbert

- President -

Appendix 1: Extinguish developing fires correctly

	Correct extinguishing:	Incorrect extinguishing:
Go upwind to fight the fire!		
Extinguish widespread fires starting at the front!		
Extinguish dripping and flowing fires from top to bottom!		
Extinguish wall fires from the bottom up!		
Use sufficient fire extinguishers at the same time, not one after the other!		
Be careful of re-ignition!		
Do not hang fire extinguisher back on the holder after use. Have it refilled!		

Appendix 2:

Permit for hot work (welding, cutting, soldering, thawing, abrasive cutting, and similar processes) DGUV V 1 Sec. 5(3)			
1	Work location:	Building: Floor: **Company:** ☐ commissioned by UBA ☐ commissioned by AT	
1a	Area at risk of fire/explosions	Space around the workplace: **Perimeter of 1.5 m; height of 1.5 m; depth of 1.5 m**	
2	Work order Work process	☐ Welding ☐ Abrasive cutting ☐ Cutting ☐ Soldering and thawing ☐ Plasma cutting	
3 3a	Safety measures in case of fire hazard Eliminating the fire hazard	☐ Removal of movable flammable materials and objects or dust deposits, if necessary ☐ Removal of wall and ceiling coverings, e.g. insulation mats and insulation ☐ Covering stationary combustible materials or objects (e.g. wooden beams, walls, floors, objects, plastic parts) with suitable means and wetting them ☐ Sealing openings (e.g., joints, cracks, wall penetrations, gutters, pipe openings, chimneys, manholes) to adjacent areas using clay, plaster, mortar, damp earth, etc. ☐ No flue gases or fumes may penetrate into neighboring areas (institute corridors and rooms). ☐ If flue gases are generated, they must be discharged to the outside by installing blowers with a flue gas discharge hose.	Name: Carried out: ..... (Signature)
3b	Provision of fire extinguishing resources	☐ Fire extinguisher with ☐ Water ☐ Powder ☐ CO_2 Fire blanket ☐ Connected water hose ☐ Water-filled buckets ☐ Notification of the fire department, if necessary via command center (0)-112	Name: Carried out: ..... (Signature)
3c	**Fire post**	☐ During the welding work ☐ Duration: 1 hr Name:	
3d	**Fire watch**	After the welding work ☐ Duration: 1 hr Name:	
4 4a	Safety measures in case of danger of explosion Eliminating the danger of explosion	☐ Removal of all explosive substances and objects - including dust deposits and containers with hazardous contents or their remnants ☐ Eliminating explosion hazards in pipes ☐ Sealing of stationary containers, apparatus, or pipes that contain or have contained flammable liquids, gases, or dusts and, if necessary, have been ventilated in conjunction with ventilation measures ☐ Execution of ventilation measures according to EX-RL in connection with technical measurement monitoring ☐ Setting up gas detectors:	Name: Carried out: ..... … (Signature)
4b	**Monitoring**	☐ Monitoring of security measures for effectiveness Name:	
4c	Ending security measures	☐ After the abrasive cutting or welding work Name:	
The work according to 2. may not be started until the safety measures according to 3. have been carried out. In case of non-compliance with the safety measures, the work will be stopped. The University of Hohenheim or its employees will not be responsible for the downtime costs.			
5	**Alarm**	**Fire alarm --- Fire department: 0-112** **Problem Reporting Point: 22044 (Heating plant)**	

6	**Permit valid until only until the end of core working hours.** Hot work beyond core hours: Only with the approval of the contracting institution. Permission granted: End of core hours: Mon - Thurs until 3 p.m., Fri until 12:00 noon	Name: **(Site management)** Signature of the executing company: